

**Minutes of Meeting
Kent Memorial Library Commission
October 13, 2009**

Bob White called the meeting to order at 7:32 P.M.

I Roll Call

Present: M. Alexpoulos, L. Cigal, M.P. Coatti, C. Kawalec, J. Lobo, B. Rietberg, B. White and J. Wilson.

Absent: D. Battle, M. Chafetz and C. Rago.

Also Present: Library Director Jim McShane and Kim Lord.

II Public Participation None

III Minutes

M.P. Coatti made the motion, seconded by Claire Kawalec, to approve the September 8, 2009 minutes with one change in Section VI. Under Finance, Mel Chafetz' name should be added to those whom Bob White praised for their extensive research into the Library's investment funds. The motion passed unanimously.

IV Communication

Shoreline Audio Visual sent a proposal offering to scan a select group of maps, genealogic materials and other documents in the historical collection of KML for \$15 per hour.

V Director's Report

- The director acknowledged J. Stephen Humphreys. The recently deceased former KML Commission member served for six years.
- At a September 21 meeting, the first selectman asked all town departments to return 1% of their annual budgets to the Town to help relieve the budget crisis.
- The Director thanked Wendy Taylor, Diane Morse, Lois Gracey and Sue Mack for their help making the summer reading programs so successful.
- The Director thanked the Suffield Garden Club for transforming the courtyard area in front of the Library.
- The Director thanked all the staff, volunteers and board members for their help in making Suffield on the Green a success.
- The Director presented three proposals for a new phone system in the Library. M. P. Coatti made a motion, seconded by Claire Kawalec, to allocate up to \$3500 for a new phone system. The motion passed unanimously.
- The Director thanked the Public Works Department for installing new lights in the Gallery.
- The Director is planning a staff and professional development day in February or March. The Library would be closed on this day.
- There will be a Dynix upgrade in February.
- The new library cards will be available soon.
- The Kindle will soon be available for circulation, one week at a time.

VI Standing Committees

Finance The amount of this year's reimbursement to Town Hall was discussed.

Building and Grounds The new lights in the Gallery and new plantings in the courtyard have enhanced the exterior and interior of the library.

Community Relations

Thanks to all the Commission members who gave of their time to make Suffield on the Green such a success. Special thanks to Lynne Cigal, Mike Alexopoulos, Claire Kawalec, Bob White and the Lobo family.

Technology

At some point in the future Dynix will be replaced by an open source system.

VII Unfinished Business

Bruce Rietberg raised two questions about the new investment policies. Mike Alexopoulos will check with the KML advisor from Merrill Lynch for clarification.

Bob White reminded the Commission member of the vacancies on the Board and reminded them that a new slate of officers would be voted on in January.

VIII New Business

The annual book sale conducted during Suffield on the Green by the Friends raised \$16,485.

IX Adjournment

The meeting adjourned at 8:49 P.M.